




# KANSAS DEPARTMENT OF CORRECTIONS

	<b>INTERNAL MANAGEMENT POLICY AND PROCEDURE</b>	SECTION NUMBER	PAGE NUMBER
		20-103	1 of 2
		SUBJECT:	
		SEGREGATION: Disciplinary Segregation	
		Approved By:	
		 Secretary of Corrections	
		Original Date Issued:	02-15-02
		Current Amendment Effective:0	08-21-04
		Replaces Amendment Issued:	02-15-02
Reissued By:		The substantive content of this IMPP has been reissued as per the appropriate provisions of IMPP 01-101. The only modifications within the reissue of this document concern technical revisions of a non substantive nature.  <b>Date Reissued:</b> 09-19-11	
 Policy & Procedure Coordinator			

## POLICY

Disciplinary segregation shall be that division of the security segregation procedures in which privileges and certain rights are restricted or removed for the purpose of punishment to maintain discipline. The purpose of disciplinary segregation shall be to incarcerate for punishment those inmates currently serving a sentence as meted out by the disciplinary board as approved by the warden.

## DEFINITIONS

None.

## PROCEDURES

### **I. Disciplinary Segregation Placement**

- A. No inmate shall, under any conditions except those set out in either Administrative Regulations or Internal Management Policy & Procedures, be placed in any disciplinary segregation unit.
- B. Placement of any inmate in disciplinary segregation requires full compliance with all applicable provisions and requirements of the disciplinary procedures set forth within K.A.R. 44-13-101 *et seq.*
- C. Any inmate placed in disciplinary segregation from the general population shall be subject to screening via the **use of an admissions checklist designed to detect possible self-harm.** (Attachment A: Checklist Of Possible Self – Harm Indicators).
  1. This checklist shall be completed by either the segregation unit OIC, unit team counselor, or shift supervisor.
  2. The checklist must be completed immediately upon placement in segregation, and must be as a result of direct contact between the affected inmate and the segregation unit OIC, unit team counselor, or shift supervisor.

3. Subsequent to the completion of the checklist, appropriate referrals shall be made as indicated internally on the checklist form (Attachment A).

**NOTE:** The policy and procedures set forth herein are intended to establish directives and guidelines for staff and offenders and those entities that are contractually bound to adhere to them. They are not intended to establish State created liberty interests for employees or offenders, or an independent duty owed by the Department of Corrections to employees, offenders, or third parties. Similarly, those references to the standards of various accrediting entities as may be contained within this document are included solely to manifest the commonality of purpose and direction as shared by the content of the document and the content of the referenced standards. Any such references within this document neither imply accredited status by a Departmental facility or organizational unit, nor indicate compliance with the standards so cited. The policy and procedures contained within this document are intended to be compliant with all applicable statutes and/or regulatory requirements of the Federal Government and the state of Kansas. This policy and procedure is not intended to establish or create new constitutional rights or to enlarge or expand upon existing constitutional rights or duties.

### **REPORTS REQUIRED**

None

### **REFERENCES**

KSA 75-5251, 75-7552, 75-5252(c)  
KAR 44-13-101 *et seq.*  
ACI 3-4240

### **ATTACHMENTS**

Attachment A: Checklist Of Possible Self – Harm Indicators, one page

## Checklist Of Possible Self – Harm Indicators Disciplinary Segregation Admissions

Inmate Name: \_\_\_\_\_ DOC Number: \_\_\_\_\_

Reporting Officer: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

### YES NO

- |     |     |  |
|-----|-----|--|
| ___ | ___ | 01. Escorting officer has information that inmate may be a suicide risk.   |
| ___ | ___ | 02. Inmate is expressing suicidal thoughts/making threats to harm self.  |
| ___ | ___ | 03. Inmate shows signs of depression (crying, withdrawn, passive).   |
| ___ | ___ | 04. Inmate is acting/talking in a strange manner (hearing/seeing things that are not there, statements do not make sense).           |
| ___ | ___ | 05. Inmate appears to be under the influence of drugs/alcohol.   |
| ___ | ___ | 06. Inmate has had a recent family change (death/divorce).   |
| ___ | ___ | 07. Inmate brought to segregation due to serious infraction that could lead to criminal charges (assault/battery, drugs/contraband). |
| ___ | ___ | 08. Inmate states he/she is taking psychotropic medication.  |
| ___ | ___ | 09. Inmate is normally housed in the Mental Health Unit.   |
| ___ | ___ | 10. Inmate has been assaulted (physically or sexually) by another inmate.  |
| ___ | ___ | 11. Inmate shows anger, hostility, and makes threats.  |
| ___ | ___ | 12. Inmate displays signs of self-neglect or abuse (poor hygiene, cuts, bruises).  |
| ___ | ___ | 13. Inmate states this is his/her first placement in segregation.  |
| ___ | ___ | 14. Inmate has recent legal status change (parole violation, new charges).   |

**IF ANY ITEM ABOVE IS CHECKED “YES”, THE SEGREGATION OIC SHALL IMMEDIATELY TELEPHONE/CONTACT THE CHARGE NURSE, WHO SHALL IMMEDIATELY NOTIFY A MENTAL HEALTH PROFESSIONAL.**

Responding MH staff: \_\_\_\_\_ Date: \_\_\_\_\_

INSTRUCTIONS: The segregation OIC on shift shall ensure that this form is completed for all inmates placed in segregation. The escorting officer shall be asked why the inmate is being brought in, and whether there is any indication that he/she might engage in self harm. The inmate shall be asked if there are any issues of which staff need to be aware, and if he/she takes medications. The officer shall note whether or not the inmate was uncooperative.

### COMMENTS

---

---

---

cc: Clinic, Mental Health, Unit Team Manager